



ALEXANDRIA HEALTH DEPARTMENT

Environmental Health Division

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www.alexandriava.gov/EnvironmentalHealth

Food Protection Manager Guidelines

<http://alexandriava.gov/FoodSafety>

About Food Protection Managers

A Food Protection Manager (FPM) is the individual responsible for the safety of the food operations within a food establishment. In the City of Alexandria, food establishments must be under the immediate supervision of a FPM during all hours of operation. There are currently two exemptions to the requirement to have a FPM:

1. An FPM will not be required for facilities that sell only pre-packaged TCS foods and do no food preparation or handling (like drugstores or ice cream trucks) provided that they measure the temperature of their refrigeration units at least twice a day and keep a log of these measurements.
2. An FPM will not be required for facilities that sell only non-TCS foods (like popcorn or shaved ice vendors) provided that they implement a documented employee training program that provides training to all employees at least quarterly on hand washing, their Employee Health Policy, and the proper way to wash, rinse and sanitize utensils and equipment.

Who Issues the Northern Virginia Card?

FPM in the City of Alexandria, Arlington County and Fairfax County must obtain a Northern Virginia FPM card. This card is issued by **ORS Interactive, Inc.** It is not issued by the Health Department.

To obtain the card, you must show proof of passing one of the exams accredited by the Conference for Food Protection. These exams are listed below and can be taken at any location. Once you pass an exam, take your passing certificate, card fee, and any other required documentation to ORS Interactive, Inc., and you will be issued a Northern Virginia Certified Food Manager card.

Contact Information

ORS Interactive, Inc.
6066 Leesburg Pike, Suite 200-B
Falls Church, VA 22041
Phone: 703.533.7600
Fax: 703.533.7630
Email: info@orsinteractive.com
Web: www.orsinteractive.com

Fees

New or Renewal Card Fee: \$45.00
FPM Exam Fee: \$80.00

Hours of Operation

Monday - Friday, 8 a.m. – 5 p.m.

Saturday, 8 a.m. – 1 p.m.

Testing Hours

Monday - Friday, 8 a.m. – 3 p.m.

Saturday, 8 a.m. – 11 a.m.

Closed on all national holidays.

Renewing a FPM Card

FPM cards must be renewed every five years. At the time of renewal you must show proof of passing an accredited exam.

Existing Certified Food Manager Cards

The Northern Virginia Certified Food Manager printed card format will not change as part of the changes to the Food Code.

Accredited Exams

- National Registry of Food Safety Professionals
800.446.0257, www.nrfsp.com
- Prometric (formerly Expor Assessment)
- 360Training.com
888.360.8764, www.360Training.com
- Serv-Safe (National Restaurant Association, LLC)
800.765.2122, www.servsafe.com

Exam Preparation Courses

A list of organizations that offer exam preparation courses is provided below. An accredited exam is often offered upon completion of these courses; contact vendors for details. The Alexandria Health Department encourages managers to take a course prior to taking an exam, but it is not required to obtain a FPM card.

Name	Phone	Language Services
A Better Company for Premier Food Safety www.abettercompanyfoodsafety.com	800.676.3121	English, Spanish, Korean, Mandarin & Vietnamese
American Food Safety Institute www.americanfoodsafety.com	800.723.3873	English, Spanish, Arabic & Mandarin
Rupert and Associates, LLC www.rupertandassociatesllc.com	703.795.0547	English, Spanish
David Robinson, ServSafe Instructor & Proctor dave@foodsafetyinstructor.com	540.908.6536	English
Food Safety and Salud www.foodsafetyandsalud.com	703.333.5707	English & Spanish
Foodsense, Inc. www.foodsense.org	703.848.0858	English
Learn 2 Serve www.learn2serve.com	888.360.8771	English (online course, no exam offered)
Newport Enterprises www.newport-enterprises.com	703.665.0399	English
Northern Virginia Community College www.nvcc.edu	703.323.3168	English
ORS Interactive, Inc. www.orsinteractive.com	703.533.7600	<u>Exam</u> : English, Spanish, Korean, Chinese, Vietnamese, Japanese, French, Italian & Arabic
Red Poppy Catering www.redpoppycatering.com	703.909.8831	English
Restaurant Association of Metropolitan Washington www.ramwtraining.com	202.331.5990	<u>Course</u> : English & Spanish <u>Exam</u> : English, Spanish, Chinese, Japanese, Korean & French Canadian
State Food Safety www.statefoodsafety.com	801.494.1416	English, Spanish On-line Prep Course
Virginia Hospitality & Travel Association www.vhta.org	800.552.2225	English